



Wake Forest Board of Commissioners
Meeting Agenda
September 21, 2021 at 6:00 PM
All items listed are for discussion and possible action.

Notice

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the Town of Wake Forest will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. For individuals with impaired hearing, special equipment is available for use during meetings in the Town Hall board chambers. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Town of Wake Forest should contact the office of ADA Coordinator [Mickey Rochelle](#) at 919-435-9455 or Town Clerk [Deeda Harris](#) at 919-435-9413 as soon as possible, but no later than 48 hours before the scheduled event.

Cable & Online Broadcast of Board of Commissioners Meetings

All Board of Commissioners meetings are broadcast live on [WFTV 10](#) beginning at 7 p.m. Meetings are also aired online on the [Public Meetings Portal](#) on the [Town of Wake Forest website](#). Archived meeting videos are also provided and available for one year after the original air date.

Meeting Agendas

The [Board of Commissioners](#) meeting agenda is available to be viewed and downloaded by noon on the Friday prior to the third Tuesday of each month. Citizens may request copies of the agenda or submit questions concerning agenda items by calling the Town Clerk's office at 919-435-9413. Citizens may also receive a copy of each month's agenda via email by enrolling in the free [E-Notifier](#) subscription service.

Public Hearings

When an agenda item is denoted as a [Public Hearing](#), persons attending shall be permitted to address the Board of Commissioners regarding the item under consideration with those speaking in favor first and those against speaking second. Proponents and opponents shall each be given five minutes of time to speak and may choose to allow one speaker to utilize the time. In the event either proponent(s) or opponent(s) have not designated a speaker to represent the view, each speaker will be allowed five minutes each to express his/her comments, ideas, concerns, expressions, and desires. No comments will be allowed on agenda items.

Public Comment

During the Public Comment period, anyone wishing to address the Board of Commissioners concerning an issue or topic that is not a public hearing item or an agenda item should complete and submit the Board of Commissioner Public Comment Form on the [Town website](#) or email Town Clerk [Deeda Harris](#) by 9 a.m. the day of the meeting. Then, during the Public Comment portion of the meeting, Mayor Jones will recognize you and invite you to the podium at which time you will have 3-5 minutes to speak. Thank you for your cooperation.

Call to Order

Pledge of Allegiance

1. Approval of Agenda

2. Approval of Minutes

- 2.A. Approval of Minutes for Meetings held August 3, 2021 (Work Session & Joint Public Hearing) and meeting held August 17, 2021 (Regular Board of Commissioners Meeting)
- [8-3-21-BOC_Work_Session-minutes_draft.pdf](#)
 - [Draft August 3 2021 JPH Meeting Minutes.pdf](#)
 - [8-17-21_BOC_Regular_Meeting_Minutes-draft.pdf](#)

3. Presentations

- 3.A. Proclamation Recognizing September 18, 2021 as "Good Neighbor Day"
- [Good_Neighbor_Day_Proclamation_-Summary.docx](#)
 - [good neighbor day 2021 Proclamation.docx](#)
- 3.B. Proclamation Recognizing "Public Power Week" October 3-9, 2021
- [Public_Power_Week-summary.docx](#)
 - [NC_Public_Power_proclamation_2021.doc](#)
- 3.C. Proclamation Recognizing "National Night Out" – October 4, 2021
- [National_Night_Out_Proclamation_-Summary.docx](#)
 - [nightout2021_10-6-2021.docx](#)
- 3.D. Proclamation Recognizing October 2021 as "Community Planning Month"
- [Agenda Summary.pdf](#)
 - [Planning_Month_Proclamation_2021-October.docx](#)

4. Public hearings / Public Comment

- 4.A. Public Comment: If anyone would like to address the Board of Commissioners on an item other than a public hearing item during the time of public comment, please sign up with the Town Clerk prior to the meeting. Each speaker is asked to limit comments to 5 minutes. Please provide the clerk with copies of any handouts you have for the Board. Although the Board is interested in hearing your concerns, speakers should not expect Board action or deliberation on subject matter brought up during the Public Comment segment. Topics requiring further investigation will be referred to the appropriate Town Staff and may be scheduled for a future agenda. Thank you for your consideration of the

Board of Commissioners, staff and other speakers.

5. Consent Agenda

(A Consent Agenda is a group of items passed with a single motion and vote. These matters are of a generally routine nature. No debate is allowable on any item included on the Consent Agenda. If a Commissioner or any citizen of Wake Forest or its ETJ wants separate consideration of any item, it may be removed from the Consent Agenda by request.)

- 5.A. Resolution to Amend Resolution No. 2021-92 to Accept Streets into the Town of Wake Forest Street System for Maintenance
[Summary.docx](#)
[Resolution2021-Acceptance_of_Streets_for_the_Powell_Bill_Amended.docx](#)
[PowellBillMap2021.pdf](#)
- 5.B. Acceptance of Streets for Maintenance - Stonegate Phase 3B and 7
[Summary_Stonegate.docx](#)
[Stonegate Map.png](#)
[Resolution2021-AcceptanceofStreets_Stonegate3B_7 \(2\).docx](#)
[Stonegate Map.pdf](#)
- 5.C. Acceptance of Streets for Maintenance - Heritage Fairview
[Summary_Heritage Fairview.docx](#)
[Resolution2021-AcceptanceofStreets_HeritageFairview.docx](#)
[Heritage Fairview Map.png](#)
[Herigate Fairview Map.pdf](#)
- 5.D. Approval of a resolution to schedule the public hearing and certify the sufficiency for a petition requesting contiguous annexation submitted by G98 Commercial, LLC for property located at 0 Capital Boulevard, being Wake County Tax PIN 1830-87-2437 and adjacent right-of-way
[092121 BOC Agenda Summary \(AN-21-07\).pdf](#)
[Attachment A Legal Description AN-21-07.pdf](#)
[Attachment B Annexation Map AN-21-07.pdf](#)
[Attachment C Contiguous Annexation Petition AN-21-07.pdf](#)
[Certificate of Sufficiency.docx](#)
[DRAFT PUBLIC HEARING RESOLUTION.docx](#)
- 5.E. Resolution Recognizing Todd M. Howe on his Retirement
[Agenda Item Summary - Howe, T..docx](#)
[Resolution2021-XX_APPREC__Todd M. Howe.doc](#)

- 5.F. Approval of resolution authorizing second amendment to land lease agreement with Crown Castle

[Crown Castle resolution_summary.pdf](#)

[Resolution 2021-xx second amendment to land lease agreement.docx](#)

[816168-Revised Partially Executed Agreement.pdf](#)

- 5.G. Approval of resolution designating Deputy Finance Officer

[Deputy Finance Officer_summary.pdf](#)

[resolution 2021 - deputy finance officer.doc](#)

- 5.H. Approval of resolution to reschedule the public hearing for a petition requesting contiguous annexation submitted by Greenpointe, LLC for property associated with proposed Mason Oaks Subdivision Phase 3 being Franklin County Tax PIN 1842-34-7743 (portion) which is approximately 4.518 acres.

[092121_BOC_Agenda_Summary.pdf](#)

[Attachment A Legal Description AN-21-03.pdf](#)

[Attachment B Annexation Survey AN-21-03.pdf](#)

[Attachment C Contiguous Annexation Petition AN-21-03.pdf](#)

[DRAFT_PUBLIC_HEARING_RESOLUTION.docx](#)

6. Legislative Items

- 6.A. Consideration of an Ordinance Amending the Code of Ordinances Chapter 30 - Traffic and Vehicles; Article VI. - Traffic Schedules; Sec. 30-253. - Schedule VIII, One-Way Streets (S. College Street and W. Owen Ave)

[HoldingPark_Summary_09212021.docx](#)

[ORD202-x_HoldingPark_09212021__1_.docx](#)

[Holding Park Map.pdf](#)

7. Planning Items

- 7.A. Continuation of Action on LEGISLATIVE CASE RZ-21-05, Mason Oaks Parcel 3: Request filed by The Nau Company to rezone from the existing Franklin County -General Business (GB) to General Residential 10 Conditional District (GR10-CD) for 4.52± acres located at 0 Capital Boulevard being Franklin County Tax PIN: 1842-34-7743 (portion).

[092121 BOC Agenda Summary RZ-21-05 Continuation.pdf](#)

- 7.B. Consideration of Action on LEGISLATIVE CASE RZ-21-02, Quail Crossing: Request filed by McAdams Company to rezone from the existing Rural Holding District (RD) to General Residential 10 Conditional District (GR10-CD) and associated master plan for 36.48± acres located at 1423 Deerfield Crossing being Wake County Tax PIN: 1850-26-8976 (portion) and adjacent right-of-way to centerlines

[100521 BOC Agenda Summary RZ-21-02.pdf](#)

[Consistency Statement RZ-21-02 Quail Crossing.pdf](#)
[Inconsistency Statement for Disapproval RZ-21-02 Quail Crossing.pdf](#)
[Ordinance RZ-21-02 Quail Crossing.docx](#)
[Attachment A - Legal Description RZ-21-02.pdf](#)
[Attachment B – Quail Crossing Site Master Plan.pdf](#)
[Attachment C - RZ-21-02 Application and Proposed Conditions.pdf](#)
[Planning Board Written Recommendation.pdf](#)

8. Administration and Financial Items

- 8.A. Consideration of acceptance of a supplemental grant award for the Renaissance Centre in the amount of \$53,688.66 from the 2021 American Rescue Plan Act administered by Small Business Administration.

[Renaissance_Ctr_SVOG_Award-Acceptance-Additional Funds summary 9 21 2021.docx](#)

[Resolution2021-x-Accept_SVOG_Renaissance_Ctr_Grant-SBA SUPPLEMENTAL FUNDS.doc](#)

- 8.B. Consideration of Approval of a Stormwater Infrastructure Assessment & Utility Fee Development Contract

[Stormwater_infrastructure_Assessment_Summary.docx](#)

[Attachment A_stormwater_infrastructure_utility_fee_rfq_final_may_2021.pdf](#)

[Attachment B_SW Infrastructure Assessment and SWU Fee.pdf](#)

[Attachment C_Stormwater Assessment BOC WS_09.07.21.pdf](#)

[2021-xx_Resolution final.docx](#)

9. Public Services Items

10. Parks and Recreation Items

11. Public Safety Items

12. Other Business

- 12.A. Wake Co. Tax Releases

[WF-TXREP-AUGMTG-2021.pdf](#)

[WF-TAXREP-SEPT.pdf](#)

- 12.B. Monthly Report

[August 2021 Monthly Report.pdf](#)

- 12.C. Commissioner Reports

13. Adjournment